

PUBLIC WORKS/SAFETY COMMITTEE REPORT 13-04
CITY OF WILLMAR
TUESDAY, FEBRUARY 26, 2013

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, February 26, 2013, by Vice Chair Audrey Nelsen at the City Office Building. Members present were: Council Members Bruce DeBlieck, Tim Johnson and Steve Ahmann. Also present were: Bruce Peterson, Planning and Development Services Director; Josh Halvorson, Donohue and Associates; Jared Voge, Bolton and Menk; David Little, "West Central Tribune" and Janell Sommers, Recording Secretary.

1. PUBLIC COMMENTS (FOR INFORMATION ONLY):

There were no public comments offered at this time

2. CONSIDERATION OF ENGINEERING PROPOSAL TO AMEND AGREEMENT FOR DESIGN SERVICES OF THE WESTERN INTERCEPTOR PROJECT:

Planning and Development Services Director Peterson presented an amendment to the City's agreement with Donohue and Associates for design services. The scope of services includes the design work to decommission the airport lift station and continue the sewer piping from the County Road 5 right-of-way to the lift station location. The airport lift station was originally constructed in 1963, and is in need of replacement. Incorporating this into the Western Interceptor Project will save money in professional services, contractor material and mobilization costs, along with lift station operation and maintenance fees. The City Attorney agrees this work can be added to the contract the City currently has with Geislinger. The amendment would increase the professional design services contract with Donohue and Associates by \$19,675.00, and may be funded through the local option sales tax fund.

A motion was made by Council Member DeBlieck, seconded by Council Member Johnson, and passed for the following:

RECOMMENDATION:

Approve the amendment to the Western Interceptor Project No. 1110 Design Services Contract with Donohue and Associates in the amount of \$19,975.00. (Resolution)

3. REQUEST FOR SUBMITTAL OF RFP'S FOR SPERRYVILLE LIFT STATION:

Staff requested permission to solicit RFP's for engineering design and construction-related services for the demolition and replacement of the Sperryville lift station. In the 2007 Infrastructure Management Plan for the Wastewater Treatment Facility prepared by Donohue and Associates, it was suggested to replace the lift station in 2010 due to safety, operational, and atmospheric concerns. The 2013 WWTF Collections Budget includes money in professional services, and the lift station construction would be funded by 2012 CIP Funds.

A motion was made by Council Member DeBlieck, seconded by Council Member Johnson, and passed for the following:

RECOMMENDATION:

Authorize staff to proceed with soliciting RFP's for design and construction-related services for the replacement of the Sperryville lift station. (Motion)

4. ENGINEERING PROPOSAL FOR DESIGN AND CONSTRUCTION-RELATED SERVICES FOR THE WILLMAR AVENUE AND 4TH AVENUE SW PROJECTS:

Staff presented costs estimates for Bolton and Menk to perform design, project management, construction observation, and staking for both the Willmar Avenue SW and 4th Avenue SW projects. Willmar Avenue consists of the completion of the street across the former airport, including the quiet zone. Fourth Avenue SW is a new cul-de-sac in the Industrial Park which will include an alternate for a concrete roadway. After some discussion, a motion was made by Council Member DeBlieck, seconded by Council Member Johnson and passed for the following

RECOMMENDATION:

Approve both agreements with Bolton and Menk for services as detailed in their scope of services and authorize the Mayor and City Administrator to sign on behalf of the City. (Resolutions - 2)

5. COOPERATIVE CONSTRUCTION AGREEMENT WITH KANDIYOHI COUNTY:

Staff informed the committee of a Cooperative Construction Agreement that has been prepared for the City to act as agent of the County in the award and administration of the contract for the construction of Willmar Avenue SW from 22nd Street SW to Industrial Drive SW. The County agrees to reimburse the City for the cost of County-related construction items. Staff recommended acceptance of the agreement as presented. A motion was made by Council Member DeBlieck, seconded by Council Member Johnson, and passed for the following

RECOMMENDATION:

Approve the agreement as presented and authorize the Mayor and City Administrator to enter into the agreement on behalf of the City. (Resolution)

6. APPROVE PLANS AND SPECIFICATIONS FOR 2013 IMPROVEMENT PROJECTS:

Engineering staff and consulting firms have prepared the plans and specifications for the 2013 Projects as directed by the City Council. The total estimated cost of the projects is approximately \$5.3 million, payable from a variety of sources. Staff is requesting authorization to proceed with advertisement for bids to be opened in multiple packages starting at 1:00 p.m., April 2, 2013. A motion was made by Council Member Ahmann, seconded by Council Member Johnson, and passed for the following

RECOMMENDATION:

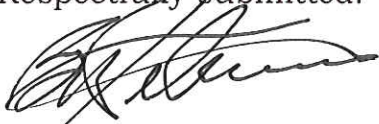
To approve the plans and specifications for the 2013 Improvement Projects and authorize advertisement for bids. (Resolution)

7. MISCELLANEOUS ITEMS (FOR INFORMATION ONLY):

Council Member Ahmann brought up the Barr Report and the progress of storm water improvements. Staff will be reviewing the report with Interim Engineer Voge for inclusion of incremental improvements that may be implemented in the next budgeting discussions. Council Member Ahmann also requested staff initiate discussions with the appropriate officials involved in the Grass Lake Project. These items were for information only.

There being no further business to come before the committee, the meeting adjourned at 5:32 p.m.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Bruce D. Peterson", written over the word "submitted:".

Bruce D. Peterson, AICP
Director of Planning & Development Services

Janell Sommers
Recording Secretary